SAN PEDRO PROPERTY OWNERS ALLIANCE
BOARD OF DIRECTORS MEETING

MEETING MINUTES

August 25, 2008

Meeting Location: San Pedro Chamber of Commerce
390 West 7th Street
San Pedro, CA 90731

1. CALL TO ORDER – Eric Eisenberg, President 9:00 AM

 The meeting was called to order by President Eisenberg at 9:55 AM.

2. INTERIM BOARD -
 Eric Eisenberg, President
 Jayme Wilson, Vice President / Secretary
 Alan Johnson, Treasurer
 Camilla Townsend, Chamber of Commerce, Board Member
 Ralph Hicks, Port of Los Angeles, Board Member
 Lauren Cohen, Galaxy Commercial Holding, Board Member
 Anthony Bilas, Board Member

 In attendance: Board Members – Eisenberg, Townsend, Cohen
 Excused absences – Wilson, Johnson, Hicks, Bilas
 Staff – Duckworth
 Guests – Mary Coburn, Downtown Long Beach Associates
 - Bill Farrar, Andrews International

 The Board Members present acknowledged that a quorum of SPPOA Board was not present, but that the intent of the meeting was not to take action and to learn from the scheduled presentations.

3. PUBLIC COMMENTS
 This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects.

 None.

4. APPROVAL OF MINUTES – August 12, 2008 and August 18, 2008

 All Board Members present felt that the Minutes as presented accurately reflected the respective Board Meetings. President Eisenberg ordered

consideration of the referenced Meeting Minutes continued to the next meeting for formal consideration by a quorum of the SPPOA Board.

5. OLD BUSINESS

 A. Final Report on SPPOA Insurance Quote from Insurance West

 Executive Director Duckworth distributed an updated Insurance Quote Summary and noted that the insurance binders have been executed and 25% premium paid as of August 21, 2008.

6. NEW BUSINESS

 A. Discussion with Ms. Mary Coburn, Operations Manager for Downtown Long Beach Associates, re Implementation of Effective BID Ambassador / Security Services

 Ms. Mary Coburn, Operations Manager for Downtown Long Beach Associates, made a presentation about the Long Beach business improvement districts and answered various Boards Member inquiries. She distributed copies of a Power Point presentation about the Long Beach Safety Guides Program, a Safety Guide Program Activity Report for July 2008, and a copy of the RFP that Long Beach used to solicit Safety Guide Program contractors.

 B. Discussion with Mr. Bill Farrar, Vice President of Andrews International, BID Security Services Vendor for Hollywood Entertainment District and Sunset & Vine BID, Re Implementation of Effective Security Program

 Mr. Bill Farrar, Vice President of Andrews International, the armed security vendor for the Hollywood Entertainment District and the Sunset & Vine BID, made a presentation about his firm's BID security experience and answered various Boards Member inquiries. He distributed copies of an article he authored for Government Security Magazine and materials relevant to the firm's work in Hollywood.

 C. Discussion Re Hollywood Entertainment District Security Services RFP

 Executive Director Duckworth reported to the Board that he was in the process of adapting the Hollywood Entertainment BID RFP for use in San Pedro's security vendor search. He anticipated that a draft document would be available for formal Board review by the September 24, 2008 Meeting, the first meeting of the BID Board after the effective date of the contract with the City for BID administration.

7. EXECUTIVE DIRECTOR'S REPORT

A. Overview Discussion of Future PBID Approval Milestones

i. BID Ordinance Effective Date is 8/16/08; BID Administration Contract Effective Date is 9/1/08
ii. Contract With City & SPPOA for PBID Administration
--status: has been submitted to City Clerk's Office
iii. Insurance Coverage
--status: documents have been executed & 25% premium submitted to bind coverage
iv. SPPOA Bylaws Adoption
--status: adopted by Interim Board 8/12/08
v. Budget / Assessment Advance From City $81,250 / 2008 Assessments
vi. Letter to MBID participants & All PBID Stakeholders

B. ***Executive Director Duckworth presented two (2) letters he had drafted for President Eisenberg's signature. The first would be mailed to all BID property owners / stakeholders and advise them of the first formal SPPOA Meeting for BID administration. The second would be mailed to all of those that had volunteered to participate in the now expired Merchant BID and invite their continued interest on behalf of the new PBID.***

8. NEXT MEETING

9. ADJOURNMENT 12:00 Noon

The meeting was adjourned at 12:00 Noon.